



# WETP Awardee Meeting



**Welcome to the DC!**  
**April 21, 2004**



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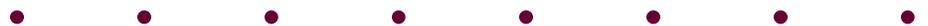
***NIEHS***

**Chip Hughes**



**Welcome, Overview &  
OSHA/NIEHS New Disaster Training  
Program**

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# NIEHS Update



- **Welcome and Overview**
- **OSHA/NIEHS Disaster Training Partnership**
- **RFA Update (Timeline)**
- **Brownfields 2004 – St. Louis, MO**
- **Progress Reports**
- **Future Meeting/Workshops**
- **NIH Update Highlights**

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## **New Disaster Site Worker Training Program**

- **Joint project with OSHA, CPWR, HMTRI, L-AGC, IUOE and IAFF**
  - **Based on lessons learned at the WTC disaster, clear need for more training of skilled support personnel at disaster sites**
  - **Developed jointly with OSHA, NIEHS Grantees and OSHA Ed Centers**
  - **NIEHS and OSHA will sign MOU for ongoing work**
  - **Cards will be distributed by OSHA to certify training**

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## **New Disaster Site Worker Training Program**

### **– Courses for certification**

- **OSHA Construction Outreach (10 hrs)**
- **Disaster Site Worker (16 hrs)**
- **HAZWOPER (40 hrs)**
- **Train-the-Trainer Course**

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**BROWNFIELDS 2004:**  
*Gateway to Revitalization*

**Sharon Beard**



**RFA Update & Brownfields 2004**

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## RFA Discussion

- RFA Release Date will be June/July 2004  
*(tentative)*
- RFA Briefing Meeting will be July/August 2004  
*(tentative)*
- RFA Due Date: October/November 2004  
*(tentative)*
- Review new NIH policies, 398 application procedures, DUNS requirement, etc.
- NIH Website -- <http://www.nih.gov/>



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## Brownfields 2004–Gateway to Revitalization

St. Louis, MO:

- September 20-22, 2004
- America's Center
- Sponsorship, Booth, Call for Presentations, NIEHS Brownfields Meeting
- Scholarship Applications due June 1, 2004



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**Patricia Thompson**



**Progress Report Submission**

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## Progress Reports (Timeline)

- Instructions will be provided in **May**.
- Progress report section will be opened for data entry on **June 1**.
- Progress Reports are due on **July 1**.

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## DMS – Housekeeping

- Course Hours
  - Use only whole numbers
- Basic Superfund Site Worker Course
  - Course Hours 24 and higher will be accepted in the DMS.
- Course Discrepancies
  - 1-3 hour courses and small number of students





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## What's New on the WETP Web Site

- Fact Sheets for the HWWTP & MWTP
- WETP Annual Report
- <http://www.niehs.nih.gov/wetp/home.htm>

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**Ted Outwater**



**Upcoming Workshops/  
Conferences**

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## Upcoming Meetings/Workshops

- **Mold-Related Health Effects: Clinical, Remediation Worker Protection, and Biomedical Research Issues - Washington DC; June 28-29**
- **NIEHS WETP Awardee Meeting & Workshop will be held in Fall 2004 in RTP (*tentative*)**
- **Brownfields 2004 – St. Louis, MO; Sept 20-22**
- **NIEHS WETP Spring Awardee Meeting & Workshop – Need topic and location recommendations**



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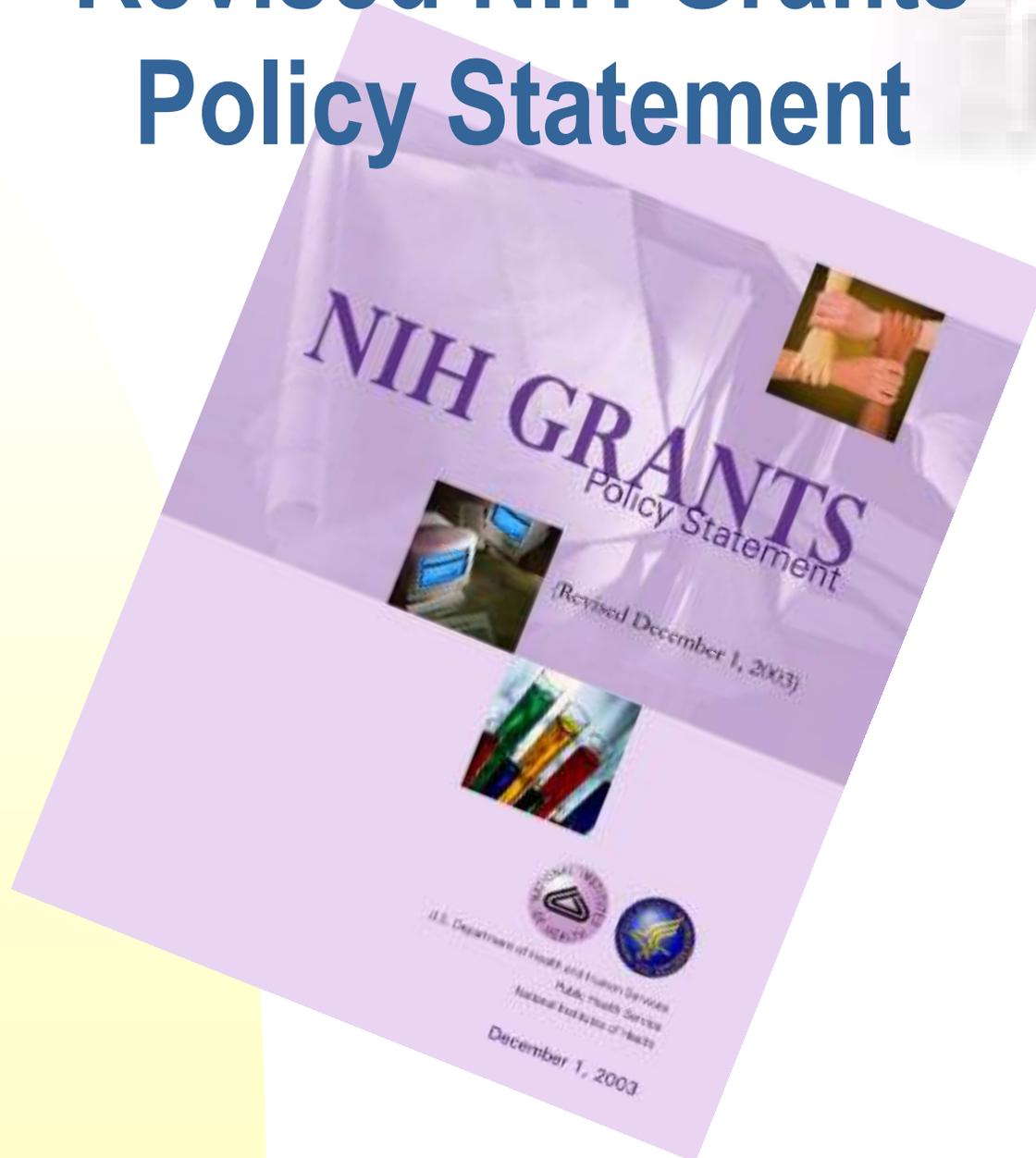
# Carolyn Mason

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## NIH Update Spring 2004



# Revised NIH Grants Policy Statement



# Revised NIH Grants Policy Statement



- ◆ Published December 1, 2003
- ◆ New NIH Grants Policy Statement includes:
  - ◆ Revisions to NIH policies since March 2001
  - ◆ Clarifications
  - ◆ Public Policy Changes
  - ◆ An index!!

NIH Guide notice that highlights specific changes:

<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-04-009.html>

NIH Grants Policy Statement (12/03 revision)

[http://grants.nih.gov/grants/policy/nihgps\\_2003/index.htm](http://grants.nih.gov/grants/policy/nihgps_2003/index.htm)

# Revised Grants Policy Statement – A Closer Look at Policy Changes



- ◆ **Expanded Authorities: applies to all mechanisms and is a standard term of award**
- ◆ **Implementation of data-sharing plan**
- ◆ **NRSA part-time training**
- ◆ **Audit: threshold for A-133 audits have increased from \$300,000 to \$500,000 for fiscal years ending on or after 12/31/03.**

# Revised Grants Policy Statement – A Closer Look at Policy Changes



- ◆ Closely related work: no longer requires NIH prior approval
  - ◆ NIH will apply the relatedness provision of A-21 to all NIH recipients, which states if a cost can not be reasonably allocated to a specific project; it can be charged to any of the benefiting projects on any reasonable basis.

# Revised Grants Policy Statement – A Closer Look at Policy Clarifications



## Key Personnel:

- ◆ Expanded definition to:  
describe contribution of key personnel as “**measurable**”  
whether or not salaries are requested.

## Clinical Practice Plan (IBS):

- ◆ Clinical practice plan appointment compensation may be considered in the base salary as long as **all** criteria are met.
  - ◆ Clinical practice compensation must be guaranteed by the university
  - ◆ Clinical practice effort must be shown on the university appointment form and must be paid through the university
  - ◆ Clinical practice effort must be included and accounted for on the university’s effort report

# Revised Grants Policy Statement – A Closer Look at Policy Clarifications

- ◆ Consortium section: grantee is responsible for including applicable requirements of the policy statement in the written agreements and written agreements must include a reference to financial conflict of interest, intellectual property, and data sharing requirements
- ◆ PI eligibility includes a discussion of PI and citizenship status

# Revised Grants Policy Statement – A Closer Look at Document Enhancements



- ◆ Definitions: NIHGPS and PHS 398 glossaries-similar definitions were merged
- ◆ Other support policy located in the PHS 398 is now included in the glossary of the NIHGPS
- ◆ NIHGPS roles/titles: will be cross-referenced with eRA roles/titles

# Revised Grants Policy Statement – A Closer Look at Document Enhancements



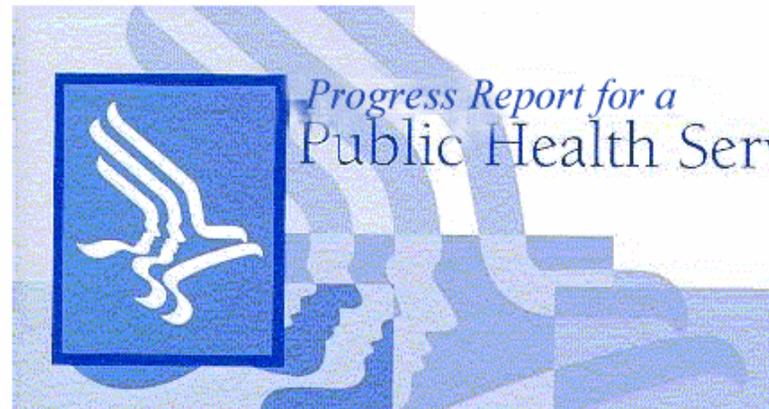
- ◆ Abbreviations and acronyms: are used throughout the policy statement without parenthetical – master list provided to identify unfamiliar terms, abbreviations, and/or acronyms.
- ◆ Index included.



# Revised Grants Policy Statement – A Closer Look at Public Policy Changes

- ◆ USA PATRIOT Act
- ◆ Select Agents Law
- ◆ HIPAA
- ◆ Human Embryonic Stem Cells
- ◆ Fetal cells/tissues (FDA jurisdiction) and associated responsibilities for grantees

# Revisions to the PHS 398 and 2590 Forms



# PHS 398 Revision

(Spring 2004)



- ◆ Extensively rewritten with a focus on clarity, simplicity, & plain language
- ◆ Reorganized into 3 Parts
  - ◆ Part I: Instructions (now are truly just application instructions)
  - ◆ Part II: Supplement Instructions for Preparing the Human Subjects Section of the Research Plan
  - ◆ Part III: Policies, Assurances, Definitions & Other Information

# PHS 398 Revision

(Spring 2004)



- ◆ Fully incorporates all application-related policy changes implemented since the 5/01 version
- ◆ Form pages available in fill-able Word & PDF formats
- ◆ **Expect OMB clearance in Spring 2004**
- ◆ Existing forms will be accepted until new ones become available
- ◆ Expect a transition period where both will be OK (will also allow time for electronic systems to be updated with any new data elements approved by OMB)

# PHS 398 Revision

(Spring 2004)



- ◆ Actual form pages have only a few changes
- ◆ Harmonizing paper & electronic submissions by adding NIH Commons ID on face page, key personnel section & biosketch
- ◆ Face Page:
  - ◆ Adding face page data element for clinical trials (Previously only flagged NIH defined Phase III)
  - ◆ **Increased length of title field to 81 characters**

# PHS 398 Revision (Spring 2004)



- ◆ Will continue to keep policies & definitions in sync with NIH GPS

# PHS 2590 Revision

(Spring 2004)



- ◆ Fully incorporates all application policy changes implemented since the 5/01 version
- ◆ Form pages available in fillable Word & PDF formats
- ◆ **Expect OMB Clearance in Spring 2004**
- ◆ Existing forms will be accepted until new ones become available

# PHS 2590 Revision

(Spring 2004)



- ◆ Included information on electronic submission via e-SNAP
- ◆ **Incorporated refined definition of Key Personnel**
- ◆ **Incorporated new category “Other Significant Collaborators” throughout instructions**
- ◆ For SNAP—modified instructions to now require submission of **complete** Other Support Pages if changes in active support are noted



# DUNS Numbers



# New Requirement for DUNS Numbers on Applications



Effective October 1, 2003, Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) numbers must be included in every application for a new or competing continuation grant or cooperative agreement

- ◆ This is a Federal-wide requirement that applies to organizations

See June 27, 2003 Office of Management and Budget Federal Register Notice

<http://a257.g.akamaitech.net/7/257/2422/14mar20010800/edocket.access.gpo.gov/2003/03-16356.htm>

# Requirement for DUNS Numbers



- ◆ Grantee organizations should verify that they have a DUNS number.
  - ◆ Organizations can secure a DUNS number at no cost at tel. 1-866-705-5711 or URL <http://www.dunandbradstreet.com>
- ◆ Requirement applies to organizations. Non-affiliated individuals are exempt
- ◆ Q & As may be found at [http://grants.nih.gov/grants/duns\\_qa.doc](http://grants.nih.gov/grants/duns_qa.doc)

NIH Guide, August 14, 2003

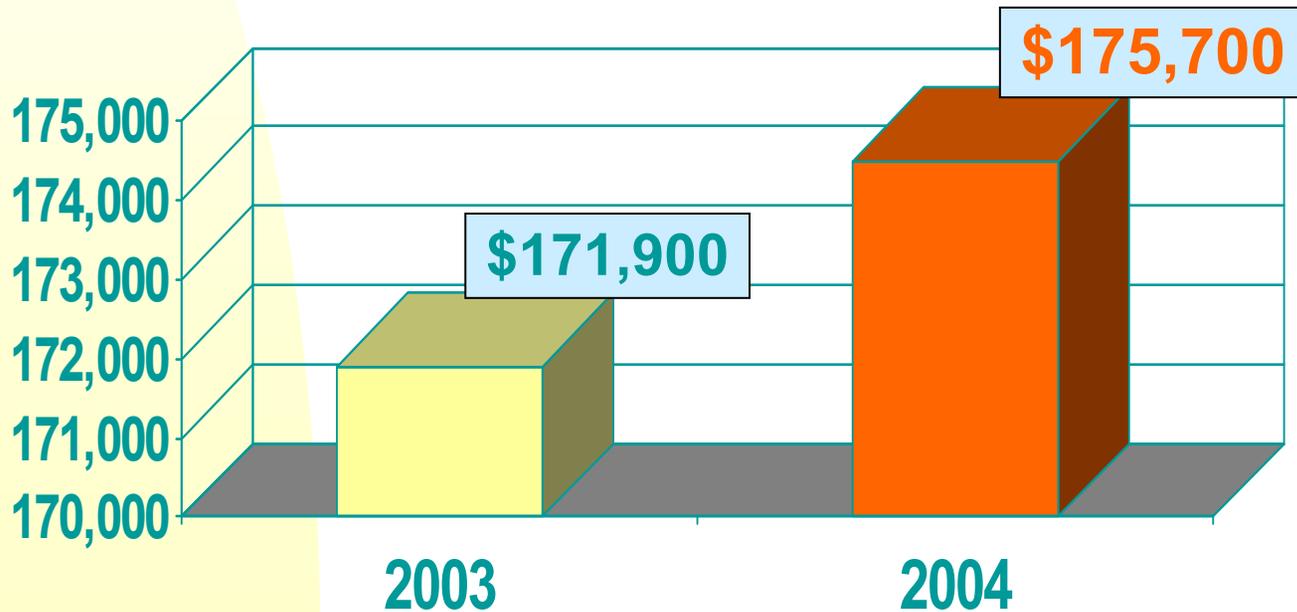
<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-03-055.html>



# Important Reminders

# Salary Cap

- ◆ Restricts the amount of **direct salary** under a grant or contract to Executive Level I of the Federal Executive Pay Scale
- ◆ Executive Level I increase effective January 1, 2004



Reminder

## Other Support



- ◆ NIH requires complete and up-to-date other support information before an award can be made
  - ◆ Complete means all sources of research support (including outside the applicant organization)
- ◆ Grantees must report changes in other support as part of the annual progress report

NIH Guide, February 13, 2003

<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-03-029.html>

Reminder

## Financial Conflict of Interest

When a conflict of interest is identified, the grantee must:

- ◆ Notify Chief GMO to assure that the conflict of interest is being managed, reduced, or eliminated
- ◆ Provide additional information, if requested

FCOI requirements must be addressed in consortium agreements

See the following NIH Guide Notices for additional information:

<http://grants2.nih.gov/grants/guide/notice-files/NOT-OD-00-040.html>

<http://grants2.nih.gov/grants/guide/notice-files/not95-179.html>

Reminder

## Closeout Final Reports



- ◆ Failure to submit timely final reports may affect future funding to the organization
  - ◆ Final Financial Status Report (FSR)
  - ◆ Final Invention Statement and Certification
  - ◆ Final Progress Report

# Non-competing Continuation Grant Progress Reports



- ◆ NIH implemented two separate progress report e-mail reminders to the PI in June 2003
  - ◆ Two months prior to the due date
  - ◆ Two weeks after the due date for overdue reports
- ◆ Commons-registered institutions and PIs
  - ◆ Have access to due date information through the Commons Status system.
  - ◆ PIs also have access to pre-populated face pages via Status
- ◆ All grantees have access to a searchable list of due progress reports at  
[http://era.nih.gov/userreports/pr\\_due.cfm](http://era.nih.gov/userreports/pr_due.cfm)

NIH Guide, August 5, 2003

<http://grants1.nih.gov/grants/guide/notice-files/NOT-OD-03-054.html>

# Applications and Forms: Questions?



Dedicated e-mail address for questions on format:  
[format@mail.nih.gov](mailto:format@mail.nih.gov)

Frequently asked questions on format:  
<http://www.format.nih.gov>





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**Chip Hughes**



**Wrap - up**

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